



**D.C. DEPARTMENT OF GENERAL SERVICES**

**INVITATION FOR BIDS**

**Security Guard Services**

**“Set-Aside for Participation by D.C. Certified Business Enterprises Only”**

**February 26, 2013**

**Proposal Due Date:** **March 7, 2013 by 2:00pm**

**Proposal Delivery Location:** *Department of General Services  
Att’n: JW Lanum  
Frank D. Reeves Center  
2000 14<sup>th</sup> Street, NW  
Contracts & Procurement Division, 5<sup>th</sup> Floor  
Washington, DC 20009*

**Contact:** Tia Mercer  
Department of General Services  
2000 14<sup>th</sup> Street, NW  
8<sup>th</sup> Floor  
Washington, D.C. 20009  
[tia.mercer@dc.gov](mailto:tia.mercer@dc.gov)  
Phone: (202) 729-2171

**Solicitation Number:** **DCAM-13-NC-0120**

## **SECTION A: DESCRIPTION/SPECIFICATIONS/WORK STATEMENT**

The Department of General Services (“Department” or “DGS”) is seeking a Contractor to provide armed and unarmed security guard services at three (3) District of Columbia facilities: Lemuel Penn Center located at 1709 3<sup>rd</sup> Street, N.E. Washington, D.C. 20002, Skyland Shopping Center located at 2626 Naylor Road, S.E. Washington, D.C. 20020 and SW Waterfront located at 690 Water Street, S.W. Washington, D.C. 20024.

This procurement is being set aside in the sheltered market. Only companies that are certified by the District of Columbia Department of Small and Local Business Development may participate in this procurement.

### **A.1. Form of Contract**

The Form of Contract will be issued by addendum. Bidders should carefully review the Form of Contract when submitting their bid. To the extent there are any inconsistencies between this IFB and the Form of Contract, the Form of Contract shall prevail. Bidders are further advised that they are required to submit their bid premised upon entering into a contract that is substantially similar to the Form of Contract, specifically identify and describe the requested changes shall be deemed non-responsive.

## **SECTION B: STATEMENT OF WORK**

In general, the selected Contractor shall provide all necessary equipment, and materials including uniforms, communication devices and weapons, and other items necessary to perform the required security services throughout the Contract term.

### **B.1 Lemuel Penn Center**

**B.1.1** The Contractor shall provide two (2) professionally trained and certified armed Special Police Officers (“SPOs”)

**B.1.2** The Contractor shall provide inspections of all entrances and exits as directed by the Contracting Officers Technical Representative (COTR) or designee. The Contractor shall be held responsible for detection of suspicious behavior on the designated property and thorough screening all individuals and packages to ensure no unauthorized individuals or items are permitted on the site.

**B.1.3** The Contractor shall be able to properly respond in the event of an emergency. The Contractor shall be responsible for directing people, contacting emergency responders, attempting to determine the source of the problem and containing the threat.

**B.2 Skyland**

- B.2.1** The Contractor shall provide one (1) unarmed guard in a vehicle who patrols the property in the vehicle and on foot.

**B.3 SW Waterfront Parking Lot**

- B.3.1** The Contractor shall provide one (1) unarmed guard in the booth with the responsibility to screen the patrons to make sure they have their official parking passes visible.
- B.3.2** The Contractor shall open the lot in the morning and secure the lot every evening.
- B.3.3** The Contractor shall periodically walk the lot to ensure there are no issues throughout their respective shift.

**B.4 Requirements**

- B.4.1** The Contractor shall conduct random quality assurance inspections of all guards and posts. The District also reserves the right to conduct random inspections. Three (3) quality assurance failures, occurring within any six (6) month period at the same facility, will be considered a material breach of contract for the purpose of that facility and further, that upon such breach, the COTR may, at their sole discretion, remove the Contractor from such Facility, either temporally or permanently, and replace the Contractor with another Contractor.
- B.4.2** The District will designate a COTR, to monitor the Contractor's performance. The COTR will provide Post Orders to the Contractor upon initial assignment of its employees and whenever amended. Post Orders shall be used by Contractor employees as the required procedures to address specific security concerns at particular facilities. The COTR may modify, amend, or revise the Post Orders to change shift duties, start and stop times, and post locations provided the change is within the contract scope and has no impact on the contract price. Such changes shall not require modification of the contract.
- B.4.3** The Contractor shall report immediately to the COTR all potentially hazardous conditions and items in need of repair, such as inoperative lights, locks, security hardware, broken or slippery floor surfaces, and blocked emergency routes or exits.

**B.5 Service Hours and Scheduling**

- B.5.1** The Contractor shall perform all services at the Lemuel Penn Center during the hours of 7:00 am - 7:00 pm local time and SW Waterfront during the hours of 6:00 am – 7:00 pm local time, Monday through Friday, excluding District holidays, unless otherwise approved by the Department. Skyland Shopping Center services shall be performed 24 hours a day 7 days a week.
- B.5.2** All deployment schedules shall be provided to the COTR monthly, and immediately upon posting any changes. The District, COTR reserves the right to ask for changes in the work schedules at any time with reasonable lead-time (48 hours) for the requested modifications.

**B.6 Personnel**

- B.6.1** The Contractor shall indicate in its proposal a single point of contact who shall be responsible for any contractual issues. The Contractor shall provide an emergency phone number, cell phone number or pager number that is accessible at all times.
- B.6.2** Special Police Officer's shall be properly certified and trained in the use of a variety of enforcement equipment, including but not limited to, security cameras, communication devices, scanners, detection devices and weapons.
- B.6.3** The Contractor shall ensure employees have a current and valid driver's license before the employee operates a contractor-owned vehicle.
- B.6.4** The Contractor's personnel shall have demonstrated a stable employment history; possess superior references; have the ability to successfully perform under duress; excel in oral and written communication skills in the English language; speak articulately; efficiently comply with verbal or written directives; deal diplomatically and compassionately with the public; work with minimum supervision; and have demonstrated the ability to follow directives consistently
- B.6.5** The Contractor shall ensure that all employees assigned to the contract are in good general physical and mental health without physical or mental defects or abnormalities that would interfere with the full performance of their duties. Evidence of physical and mental fitness shall be determined by passing a physical examination, including an illicit drug screening exam administered by a licensed physician during the PSPD, SOMB certification/commissioning process. The certification is currently performed by SOMB upon initial request

for a commission and annually thereafter. The SOMB is located at 2000 14<sup>th</sup> Street, NW, Washington, D.C. 20009.

**B.7 Uniforms**

- B.7.1** The Contractor's employees shall perform all contract functions in full uniform until the end of their full tour of duty.

**B.8 Training**

- B.8.1** The Contractor shall be responsible for training all employees performing under this contract.

**B.9 Firearms Training**

- B.9.1** The Contractor shall be bound by the regulations promulgated by the MPD, SOMB, and codified in DCMR Title 6A, Chapter 11, for firearms training curricula and successful completion thereof. Proof of satisfactory completion of firearms training shall be provided to the COTR on an annual basis, and whenever new employees are selected for work under the contract. The COTR may request the names and credentials of each training instructor and request the physical location of each training site.

**SECTION C: TERM OF CONTRACT**

- C1.** The term of this contract shall be from date of award and expire one (1) year thereafter.

**C.2 Option To Extend The Term Of The Contract**

- C.2.1** The District has the option to unilaterally extend the term of the Contract for four (4) one year option periods; provided that the District shall give the Contractor preliminary written notice of its intent to exercise the option to extend the term of the Contract thirty (30) days prior to the expiration of the contract. The preliminary notice does not commit the District to an extension. Contractor may waive the thirty (30) day notice requirement by providing a written waiver to the Contracting Officer prior to the expiration of the Contract.
- C.2.2** The exercise of the option to extend the Contract is subject to the availability of funds at the time of the exercise of the option.
- C.2.3** The option to extend the term of the contract, as described in C.2.1, shall be included in each option contract.

- C.2.4** The total duration of the contract, including the exercise of any options under Section C.2 shall not exceed five (5) years.

## **SECTION D: CONTRACTOR FEES**

The contract awarded pursuant to this IFB will be labor hour based on fixed hourly rates per location. Bidders are required to bid a hourly rate per location on the **Attachment A**. Hourly rates shall be provided for the base year as well as the option year.

The hourly rates will be the Contractor's sole compensation for the services required under the contract and should include sufficient funding for all of the Contractor's costs associated with the work.

## **SECTION E: COMPLIANCE REQUIREMENTS**

### **E.1 Licensing, Accreditation and Registration**

The Contractor and all of its subcontractors (regardless of tier) shall comply with all applicable District of Columbia, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of the contract.

### **E.2 Service Contract Act**

The Service Contract Act is applicable to this Contract. As such, the Bidder and its trade subcontractors shall comply with the wage and reporting requirements imposed by that Act. Applicable Wage Rates are attached to this IFB as **Attachment B**.

### **E.3 SLDBE Participation**

If required by law, the Contractor shall subcontract at least 35% of the dollar volume to certified small business enterprises; provided, however, that the costs of materials, goods and supplies shall not be counted towards the 35% subcontracting requirements unless such materials, goods and supplies are purchased from the certified small business enterprises.

- E.3.1** If there are insufficient qualified small business enterprises to completely fulfill the requirement of Section E.3, then the subcontracting may be satisfied by subcontracting 35% of the dollar volume to any certified business enterprises; provided, however, that

all reasonable efforts shall be made to ensure that qualified small business enterprises are significant participants in the overall subcontracting work.

- E.3.2** The Contractor if certified as a small, local or disadvantage business enterprise shall not be required to comply with the provisions of Sections E.3 and E.3.1.

**E. 4 Preference for Small, Local, and Disadvantaged Business Enterprises**

**General:** Under the provisions of the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, D.C. Law 16-33 (codified at D.C. Code § 2-218.01 et seq.), preferences shall be given to Bidders that are certified by the Department of Small and Local Business Development as being a small business enterprise, having resident business ownership, having a longtime resident business, being a local business enterprise, being a disadvantaged business enterprise, or being a local business enterprise with its principal Department located in an enterprise zone. (A copy of the certification acknowledgment letter must be submitted with the Bidder's Proposal.)

In accordance with D.C. Code § 2-218.01 et seq., the following preferences shall be awarded in evaluating a Bidder's submission:

- a. Three percent for a small business enterprise;
- b. Five percent for a resident-owned business;
- c. Ten percent for a longtime resident business;
- d. Two percent for a local business enterprise;
- e. Two percent for a local business enterprise with its principal office located in an enterprise zone; and
- f. Two percent for a disadvantaged business enterprise.

Bidders may qualify for more than one of these categories, so that the maximum number of points available under this section is 12 percent.

**Information:** For information regarding the application process, contact the Department of Small and Local Business Development at the following address or telephone number:

Department of Small and Local Business Development  
One Judiciary Square Building  
441 4th Street, NW, 9th Floor  
Washington, DC 20001  
(202) 727-3900 (Telephone Number)  
(202) 724-3786 (Facsimile Number)

## **E. 5    Residency Hiring Requirements for Contractors and Subcontractors**

At least fifty-one percent (51%) of the Contractor's Team and every subcontractor's employees hired after the Contractor enters into a contract with the Department, or after such subcontractor enters into a contract with the Contractor, to work on this project, shall be residents of the District of Columbia.

Upon execution of the contract, the Contractor and all of its member firms, if any, and each of its subcontractors and subconsultants shall submit to the Department a list of current employees that will be assigned to the project, the date that they were hired and whether or not they live in the District of Columbia.

The Contractor shall comply with subchapter III of Chapter II of Title 1, and subchapter II of Chapter II of Title 1 of the D.C. Code, as amended and all successor acts thereto and the rules and regulations promulgated thereunder. The Contractor and all member firms, subcontractors, tier subcontractors, subconsultants, and suppliers with contracts in the amount of \$300,000 or more shall be required to comply with the following: (i) enter into a First Source Employment Agreement with the D.C. Department of Employment Services ("DOES") upon execution of the contract; (ii) submit an executed First Source Agreement to DOES prior to beginning work on the project; (iii) make best efforts to hire at least 51% District residents for all new jobs created by the project; (iv) list all employment vacancies with DOES; and (v) submit monthly compliance reports to DOES by the 10th of each month, or as required by the D.C. Code.

## **SECTION F: INSURANCE REQUIREMENTS**

### **F.1    Required Insurance**

The Contractor will be required to maintain the following types of insurance throughout the life of the contract:

Commercial General Public Liability Insurance ("Liability Insurance") against liability for bodily injury and death and property damage, such Liability Insurance to be in an amount not less than Five Million Dollars (\$5,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and Five Million Dollars (\$5,000,000) from the aggregate of all occurrences within each policy year. The policy should include completed operations coverage.

Workers' Compensation and Employers Liability coverage providing statutory benefits for all persons employed by the Contractor, or its Contractors and subcontractors at or in connection with the Work.

Automobile Liability, including Hired and Non-Owned Auto Liability in the amount of at least One Million Dollars (\$1,000,000) for each occurrence for bodily injury and property damage.

**F.2 Additional Insured**

Each insurance policy shall be issued in the name of the Contractor and shall name as additional insured parties the Department and the District of Columbia, and shall not be cancelable or reduced without thirty (30) days prior written notice to the Department.

**F.3 Waiver of Subrogation**

All such insurance shall contain a waiver of subrogation against the Department and the District of Columbia, and their respective agents.

**F.4 Strength of Insurer**

All insurance shall be placed with insurers that are reasonably acceptable to the Department and with an A.M. Best's rating of not less than A- (Excellent) and a surplus size of not less than XV. All such insurers shall be licensed/approved to do business in the District of Columbia.

**SECTION G: EVALUATION AND AWARD CRITERIA**

**G.1 Method of Award**

The Department intends to award the service for each location to the responsive and responsible bidder with the lowest evaluated price for each location, except that the same contractor cannot receive an award for more than one location. The lowest evaluated price will be determined by the total price per location as described on **Attachment A Bid Form**.

The Department reserves the right to accept/reject any/all bids resulting from this solicitation. The Contracting Officer may reject all bids or waive any minor informality or irregularity in bids received whenever it is determined that such action is in the best interest of the District.

## **G.2 Preparation and Submission of Bids**

Bidders shall submit a signed original and at least three (3) copies. All items accepted by the District, all pages of the Invitation for Bids (IFB), all attachments and all documents containing the bidder's offer shall constitute the formal contract. Each bid shall be submitted as specified in Section H.1 in a sealed envelope conspicuously marked: "Bid in Response to Solicitation No. DCAM-13-NC-0120 for Security Guard Services".

The original bid shall govern if there is a variance between the original bid and the copy submitted by the bidder. Each bidder shall return the complete solicitation as its bid.

The District may reject as non-responsive any bid that fails to conform in any material respect to the IFB.

Bidders shall make no changes to the requirements set forth in the solicitation.

## **SECTION H: PROPOSAL SUBMISSION**

### **H.1 Delivery or Mailing of Submissions**

Submissions should be delivered or mailed to:

Department of General Services  
ATTN: JW Lanum  
Frank D. Reeves Center  
2000 14<sup>th</sup> Street, NW  
Contracts & Procurement Division, 8<sup>th</sup> Floor  
Washington, D.C. 20009

### **H.2 Date and Time for Receiving Submissions**

Submissions shall be received no later than 2:00 p.m. on March 7, 2013. The Bidder assumes the sole responsibility for timely delivery of its Submission, regardless of the method of delivery.

### **H.3 BID Form**

Each Bidder shall submit a bid form substantially in the form of **Attachment A**. Material deviations, in the opinion of the Department, from the bid form shall be sufficient to render the bid non-responsive.

#### **H.4 Tax Affidavit**

Each Bidder must submit a tax affidavit substantially in the form of **Attachment D**. In order to be eligible for this procurement, Bidders must be in full compliance with their tax obligations to the District of Columbia government.

### **SECTION I: BIDDING PROCEDURES & PROTESTS**

#### **I.1 Contact Person**

For information regarding this IFB please contact:

Tia Mercer  
Contract Specialist  
2000 14<sup>th</sup> Street N.W.  
8th Floor  
Washington, D.C. 20009  
Phone: (202) 729-2171

Written questions, requests for interpretation or correction should be directed to Tia Mercer, Contract Specialist, at [tia.mercer@dc.gov](mailto:tia.mercer@dc.gov) no later than 12:00 p.m. on March 4, 2013. The person making the request shall be responsible for prompt delivery.

#### **I.2 Explanations to Prospective Bidders**

Each Bidder should carefully examine this Invitation For Bids and any and all amendments, addenda or other revisions, and thoroughly familiarize itself with all requirements prior to proffering a submission. Should an Bidder find discrepancies or ambiguities in, or omissions from, the IFB and amendments, addenda or revisions, or otherwise desire an explanation or interpretation of the IFB, any amendments, addenda, or revisions, it must submit questions, requests for interpretation or correction in writing. Any information given to an Bidder concerning the solicitation shall be furnished promptly to all other Bidders as an amendment or addendum to this IFB if in the sole discretion of the Department that information is necessary in proffering submissions or if the lack of it would be prejudicial to any other prospective Bidders. Oral explanations or instructions given before the award of the contract shall not be binding.

#### **I.3 Protests**

All protests alleging defects in this solicitation shall be governed by Section 4734 of the Department's Procurement Regulations (27 DCMR § 4734); provide a clear and concise statement of the legal and factual grounds of the protest, including copies of relevant documents, and citations to statutes, regulations or solicitation provisions claimed to be violated; and, be filed in writing with the District of Columbia Contracts Appeals Board ("CAB"), pursuant to title X of the Procurement Practices Reform Act of 2010 ("PPRA") (D.C. Official Code § 2-360.01 *et seq.*). Protests alleging defects in this solicitation, which are apparent prior to bid openings, must be filed prior to the time set for receipt of submissions. If an alleged defect does not exist in this initial solicitation, but was later incorporated by an amendment or addendum, a protest based on that defect must be filed before the next closing time established for proffering submissions. In all other cases, protests shall be filed not later than ten (10) business days after the basis of protest is known or should have been known, whichever is earlier. To expedite handling of protests, forward courtesy copies of protests to the Department's Chief Contracting Officer ("CCO") with "Protest" labeled on the envelope.

This section is intended to summarize the protest procedures and is for the convenience of the Bidders only. To the extent any provision of this section is inconsistent with the Department's regulations or the PPRA, the more stringent provisions shall apply.

#### **I.4 Contract Award**

This procurement is being conducted in accordance with the provisions Section 4720 of the Department's Procurement Regulations (27 DCMR § 4720).

#### **I.5 Retention of Submissions**

All submissions will be retained by the Department and therefore will not be returned to the Bidders. With the exception of proprietary financial information, the submissions shall become the property of the Department and the Department shall have the right to distribute or use such information as it determines in accordance with FOIA laws.

#### **I.6 Examination of Submissions**

Bidders are expected to examine the requirements of all instructions (including all amendments, addenda, attachments and exhibits) in this IFB. Failure to do so shall be at the sole risk of the Bidder and may result in disqualification.

#### **I.7 Late Submissions: Modifications**

- A. Notwithstanding any other provisions of this IFB to the contrary, a late modification of an otherwise successful submission which makes its terms more favorable to the Department may be considered at any time it is received and may be accepted.
- B. Submissions shall be irrevocable and remain in full force and effect for a period not less than 120 days after receipt of submissions.

**I.8 No Compensation for Preparation of Submissions**

The Department shall not bear or assume any financial obligations or liabilities regarding the preparation of any submissions submitted in response to this IFB, or prepared in connection therewith, including, but without limitation, any submissions, statements, reports, data, information, materials or other documents or items.

**I.9 Rejection of Submissions**

The Department reserves the right, in its sole discretion:

- A. To cancel this solicitation or reject all submissions.
- B. To reject submissions that fail to prove the Bidder's responsibility.
- C. To reject submissions that contain conditions and/or contingencies that in the Department's sole judgment, make the submission indefinite, incomplete, otherwise non-responsive, or otherwise unacceptable for award.
- D. To waive minor irregularities in any submission provided such waiver does not result in an unfair advantage to any Bidder.
- E. To take any other action within the applicable Procurement Regulations or law.
- F. To reject the submission of any Bidder that has submitted a false or misleading statement, affidavit or certification in connection with such submission or this Request for Proposals.

**I.10 Limitation of Authority**

Only a person with prior written authority from the CCO shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clauses or conditions of the contract. Furthermore, any alteration, amendment, modification, or waiver of any clause

or condition of this IFB is not effective or binding unless made in writing and signed by the CCO or its authorized representative.

## **SECTION J: ATTACHMENTS**

**Attachment A** – Offer Letter Bid Form

**Attachment B** – Service Contract Wage Rate

**Attachment C** – Disclosure Statement

**Attachment D** – Tax Affidavit

**Attachment E** – First Source Agreement

Attachment A

[Contractor's Letterhead]

[Insert Date]

District of Columbia Department of General Services  
2000 14<sup>th</sup> Street, NW, 8<sup>th</sup> Floor  
Washington, DC 20009

Attn: Mr. Brian J. Hanlon  
Director/Chief Contracting Officer

Reference: Invitation For Bid – Security Guard Services

Dear Mr. Hanlon:

On behalf of [INSERT NAME OF BIDDER] (the "Bidder"), I am pleased to submit this bid in response to the Department of General Services' (the "Department" or "DGS") Invitation For Bid (the "IFB") for Security Guard Services. The Bidder has reviewed the IFB and the attachments thereto, any addenda thereto, and the proposed Form of Contract (collectively, the "Bid Documents") and has conducted such due diligence and analysis as the Bidder, in its sole judgment, has deemed necessary in order to submit its Bid in response to the IFB. The Bidder's bid is based on the Bid Documents as issued and assumes no material alteration of the terms of the Bid Documents.

The Bidder's Bid is as follows:

A. Bid Form

**(See attachment)**

The Bidder acknowledges and understands that the Price is based on firm, fixed unit prices and intended to be Bidder's sole compensation for the services required under the contract and should include sufficient funding for all of the Bidder's costs associated with the work.

The Bidder's Bid is based on and subject to the following conditions:

1. The Bidder agrees to hold its bid open for a period of at least one hundred twenty (120) days after the IFB closing date.
2. Assuming the Bidder is selected by the Department, the Bidder agrees to enter into a contract with the Department on the terms and conditions described in the Bid Documents within ten (10) days of the notice of the award.
3. Both the Bidder and the undersigned represent and warrant that the undersigned has the full legal authority to submit this bid form and bind the Bidder to the terms of the Bidder's proposal. The Bidder further represents and warrants that no further action or approval must be obtained by the Bidder in order to authorize the terms of the Bidder's proposal.

4. The Bidder and its principal team members hereby represent and warrant that they have not: (i) colluded with any other group or person that is submitting a proposal in response to the IFB in order to fix or set prices; (ii) acted in such a manner so as to discourage any other group or person from submitting a proposal in response to the IFB; or (iii) otherwise engaged in conduct that would violate applicable anti-trust law.

5. The Offeror hereby certifies that neither it nor any of its team members have entered into any agreement (written or oral) that would prohibit any contractor, subcontractor or subconsultant that is certified by the District of Columbia Office of Department of Small and Local Business Enterprises as a Local, Small, Resident Owned or Disadvantaged Business Enterprise (collectively, "LSDBE Certified Companies") from participating in the work if another company is awarded the contract.

6. This Offer Letter Form and the Offeror's Bid are being submitted on behalf of [INSERT FULL LEGAL NAME, TYPE OF ORGANIZATION, AND STATE OF FORMATION FOR THE OFFEROR].

Sincerely,

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

Attachment A  
Bid Form

Lemuel Penn Center  
1709 3rd Street NE

TERM	DESCRIPTION OF SERVICE	UNIT RATE	ESTIMATED HOURS	EXTENDED PRICE
Base Year	Armed Special Police Officer	\$ _____/hour	2510	\$ _____
Option Year 1	Armed Special Police Officer	\$ _____/hour	2510	\$ _____
Option Year 2	Armed Special Police Officer	\$ _____/hour	2510	\$ _____
Option Year 3	Armed Special Police Officer	\$ _____/hour	2510	\$ _____
Option Year 4	Armed Special Police Officer	\$ _____/hour	2510	\$ _____
			<b>Total</b>	\$ _____

Skyland Shopping Center  
2626 Naylor Road SE

TERM	DESCRIPTION OF SERVICE	UNIT RATE	ESTIMATED HOURS	EXTENDED PRICE
Base Year	Unarmed Guard with Vehicle	\$ _____/hour	8760	\$ _____
Option Year 1	Unarmed Guard with Vehicle	\$ _____/hour	8760	\$ _____
Option Year 2	Unarmed Guard with Vehicle	\$ _____/hour	8760	\$ _____
Option Year 3	Unarmed Guard with Vehicle	\$ _____/hour	8760	\$ _____
Option Year 4	Unarmed Guard with Vehicle	\$ _____/hour	8760	\$ _____
			<b>Total</b>	\$ _____

SW Waterfront  
609 Water Street SW

TERM	DESCRIPTION OF SERVICE	UNIT RATE	ESTIMATED HOURS	EXTENDED PRICE
Base Year	Unarmed Guard	\$ _____/hour	3289	\$ _____
Option Year 1	Unarmed Guard	\$ _____/hour	3289	\$ _____
Option Year 2	Unarmed Guard	\$ _____/hour	3289	\$ _____
Option Year 3	Unarmed Guard	\$ _____/hour	3289	\$ _____
Option Year 4	Unarmed Guard	\$ _____/hour	3289	\$ _____
			<b>Total</b>	\$ _____

WD 05-2103 (Rev.-12) was first posted on www.wdol.gov on 06/19/2012

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REGISTER OF WAGE DETERMINATIONS UNDER		U.S. DEPARTMENT OF LABOR
THE SERVICE CONTRACT ACT		EMPLOYMENT STANDARDS ADMINISTRATION
By direction of the Secretary of Labor		WAGE AND HOUR DIVISION
		WASHINGTON D.C. 20210

Diane C. Koplewski	Division of		Wage Determination No.: 2005-2103
Director	Wage Determinations		Revision No.: 12
			Date Of Revision: 06/13/2012

States: District of Columbia, Maryland, Virginia

Area: District of Columbia Statewide  
 Maryland Counties of Calvert, Charles, Frederick, Montgomery, Prince  
 George's, St Mary's  
 Virginia Counties of Alexandria, Arlington, Fairfax, Falls Church, Fauquier,  
 King George, Loudoun, Prince William, Stafford

**\*\*Fringe Benefits Required Follow the Occupational Listing\*\***

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		15.08
01012 - Accounting Clerk II		16.92
01013 - Accounting Clerk III		22.30
01020 - Administrative Assistant		31.41
01040 - Court Reporter		21.84
01051 - Data Entry Operator I		14.38
01052 - Data Entry Operator II		15.69
01060 - Dispatcher, Motor Vehicle		17.87
01070 - Document Preparation Clerk		14.21
01090 - Duplicating Machine Operator		14.21
01111 - General Clerk I		14.88
01112 - General Clerk II		16.24
01113 - General Clerk III		18.74
01120 - Housing Referral Assistant		25.29
01141 - Messenger Courier		13.62
01191 - Order Clerk I		15.12
01192 - Order Clerk II		16.50
01261 - Personnel Assistant (Employment) I		18.15
01262 - Personnel Assistant (Employment) II		20.32
01263 - Personnel Assistant (Employment) III		22.65
01270 - Production Control Clerk		22.03
01280 - Receptionist		14.43
01290 - Rental Clerk		16.55
01300 - Scheduler, Maintenance		18.07
01311 - Secretary I		18.07
01312 - Secretary II		20.18
01313 - Secretary III		25.29
01320 - Service Order Dispatcher		16.98
01410 - Supply Technician		28.55
01420 - Survey Worker		20.03
01531 - Travel Clerk I		13.29
01532 - Travel Clerk II		14.36
01533 - Travel Clerk III		15.49
01611 - Word Processor I		15.63
01612 - Word Processor II		17.67
01613 - Word Processor III		19.95
05000 - Automotive Service Occupations		